

April 24, 2001

TO: Members of the MAG Regional Aviation System Plan Policy Committee

FROM: Mayor Elaine M. Scruggs, Chairman, Glendale

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Monday, April 30, 2001 - **1:30 p.m.**
MAG Office, Suite 200, Palo Verde Room
302 North 1st Avenue, Phoenix

A meeting of the Maricopa Association of Governments (MAG) Regional Aviation System Plan (RASP) Policy Committee will be held at the time and place noted above. **If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction or organization to represent you. Proxies for elected officials need to be an elected official from the same jurisdiction.**

Members of the MAG RASP Policy Committee may attend **either in person or by telephone conference call**. Those attending by telephone conference call are requested to call 602-261-7510 between 1:25 p.m. and 1:30 p.m. After prompting, please enter the meeting ID number 2842 on your telephone key pad followed by the pound key. If you have a problem or require assistance, dial 0 after calling the number above.

Please park in the garage under the Compass Bank Building at the Corner of 1st Avenue and Van Buren in an unreserved space. Bring your ticket to the meeting and parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum to conduct business. A quorum is a simple majority of the membership, or 10 people for the MAG RASP Policy Committee. If you have any questions or need additional information, please contact Harry Wolfe at (602) 254-6300.

TENTATIVE AGENDA

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| <ol style="list-style-type: none">1. <u>Call to Order</u>2. <u>Review of Minutes of July 28, 2000</u> | <ol style="list-style-type: none">2. For information, discussion and approval of meeting minutes of July 28, 2000. |
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3. Recommendation of Consultant to Complete the MAG Regional Aviation System Plan Update

In September 2000, the MAG Regional Council approved the selection of GRW Willis to undertake an update of the MAG Regional Aviation System Plan for \$312,925 and a contract was issued in October. During the subsequent months GRW Willis worked on the inventory working paper for the MAG RASP Update. In March 2001, MAG and GRW Willis mutually agreed to terminate the contract. GRW Willis was compensated for the work that had been successfully completed and on March 26, 2001 MAG issued a Request for Qualifications for a consultant to finish the project. On April 13, 2001, MAG received Statements of Qualifications from the Berger Group and Wilbur Smith Associates for the MAG RASP Update. A multiagency consultant review group evaluated the statements of qualifications and requested that MAG staff forward follow-up questions to each consultant. The responses to those questions were evaluated by the MAG RASP Consultant Review Group and today the Group unanimously recommended that MAG negotiate a contract with Wilbur Smith Associates to complete the MAG RASP Update at a cost not to exceed \$265,901.

4. Status Report on MAG RASP Update Work Completed to Date

MAG staff will provide a status report on the work completed on the MAG RASP Update. This includes a review of the portion of the inventory that has been completed, the public participation process and the review process for remaining work products.

3. For information, discussion and recommendation for MAG to negotiate a contract with Wilbur Smith Associates to complete the MAG Regional Aviation System Plan Update at a cost not to exceed \$265,901.

4. For information and discussion.